

Colorado School of Mines – UNDERGRADUATE COUNCIL MEETING MINUTES
 March 29, 4:00 – 5:00 pm, via Zoom

Attendees:

Voting Members: 19 total (10 needed for quorum). Quorum was present.

P	Joseph Horan (chair)	P	Andrew Pederson (EB)	P	Mike Nicholas (AMS)	P	Chuck Stone (PH)
P	Michael Barankin (CBE)	A	Cortney Holles (HASS)	P	Corinne Packard (MME)	P	Nicole Smith (MN)
P	Dylan Domaille (CH)	P	Ge Jin (GP)	P	Rob Thompson (CS)	P	Dave Benson (GE)
P	Linda Battalora (PE)	P	*Shiling Pei (CEE) proxy for Hongyan Liu (CEE)	P	Oyvind Nilsen (ME)	P	Emmelia Ashton (USG)
P	Chelsea Salinas (EDS)	P	Brianna Buljung (LB)	P	Hisham Sager (EE)		

Other Regular Attendees and Guests

A	Sam Spiegel (Mines Online)	P	Dixie Cirillo (PA)	P	Mara Green (AA)	P	Paul Myskiw (RO)
A	Karla Perez-Velez (CASA)	P	Vibhuti Dave (UGS)	A	Deb Jordan (Trefny Center)	A	Kendra Stansbury (RO)
P	Katie Ludwin (CASA)	P	Danielle Boileau (CASA)	A	Cheryl Medford (GE)	A	D. Scott Heath (RO)
A	Rachel McDonald (PE)	A	Colin Terry (SL)				

Special Guest(s): Megan Abbey (Associate Director; International Students and Scholars Services)

Welcome

Joe Horan

Horan informed Councilors that Faculty Senate had voted and approved the draft Catalog language for the core curriculum and the Student Life core curriculum changes. A senator had been unable to access the information for program changes in the Curriculum Inventory Management (CIM) system and a twenty-four-hour ballot was approved and distributed 3/28 for the program flowchart changes and the credit reduction of HASS100.

Approval of Minutes – March 15, 2023

Joe Horan

MOTION: To vote to approve the Undergraduate Council minutes of March 15, 2023 by Nilsen, seconded by Smith. Motion passed unanimously.

Curriculum Item(s) for Vote – from 3/8/23 and 3/15/23

1.1

ECONOMICS AND BUSINESS

Becky Lafrancois

[CIM 3/1]

2 program changes: BS-BEMS: BS in Business Engineering and Management Science
 BS-ECO: BS in Economics

Core revision; course flowchart updated.

1.1.1

1 course change: EBG403: ECONOMICS CAPSTONE

Starting in 2023, we will begin to offer a 2 semester, 2 credit hour field session that runs during the school year, rather than during the summer. Students will complete a year-long capstone project and engage in seminar sessions. We want the title of the course to better align with the new structure of the course.

MOTION: To vote to approve the curriculum items 1.1 and 1.1.1 in an omnibus Council vote by Barankin, seconded by Nilsen. Motion passed unanimously.

- 1.2 **CIVIL & ENVIRONMENTAL ENGINEERING** Shiling Pei
[CIM 3/6]
3 program change: BS-CE: BS in Civil Engineering
 BS-CONSTR: BS in Construction Engineering
 BS-EVE: BS in Environmental Engineering
Change along with new core requirements.

Pei noted there had been internal department discussion on the changes.

MOTION: To vote to approve the three (3) program changes in curriculum item 1.2 in an omnibus Council vote by Pei, seconded by Nilsen. Motion passed unanimously.

- 1.3 **GEOLOGY & GEOLOGICAL ENGINEERING** Dave Benson
[CIM 3/1]
1 program change: BS-GLE: BS in Geological Engineering
Changes are related to meeting the changes in core curriculum being implemented in 2023-24, also reducing required credit hours to 133 from 137.5.

- 1.3.1 **5 course changes:** GEGN401: MINERAL DEPOSITS
Update prerequisites to remove thermodynamics. Correct contact hours and lecture/lab breakdown.

 GEGN403: MINERAL EXPLORATION DESIGN
 GEGN439: PETROLEUM EXPLORATION DESIGN
 GEGN469: ENGINEERING GEOLOGY DESIGN
 GEGN470: GROUND-WATER ENGINEERING DESIGN
Change to prerequisites due to change in program requirements.

MOTION: To vote to approve the curriculum items 1.3 and 1.3.1 in an omnibus Council vote by Benson, seconded by Barankin. Motion passed unanimously.

- 1.4 **MECHANICAL ENGINEERING** Oyvind Nilsen
[CIM 3/1]
1 program change: BS-MECH: BS in Mechanical Engineering
*1. Changes according to Mines CORE adjustment.
2. Electives list updated (added/removed).
3. GPA calculation course list trimmed down.
4. Tracks courses updated.
5. Minors and ASI text and credit hours corrections.*

- 1.4.1 [CIM 2/28]
2 course changes: MEGN441: INTRODUCTION TO ROBOTICS
*Added EENG307, MEGN200 to prereq list. Also clean up "modality".
List as 2 credit lecture and 1 credit studio, instead of lecture and lab.*

- **Question** if the MEGN458 course was used often in the 4+1 non-thesis masters in Space Resources; Nilsen reported it was not often used but further investigation was warranted. Councilor noted the use of 400-level courses for graduate credit was being written out of Catalog language to remain compliant with Higher Learning Commission (HLC) Assumed Practices; Councilor recommended cross listing with a 500-level number.

MOTION: To vote to approve the curriculum items 1.8 and 1.8.1 in an omnibus Council vote by Nilsen, seconded by Barankin. Motion passed unanimously.

Briefings and Information Items

Office of Undergraduate Studies

Vibhuti Dave

CPT Course for Federal Compliance

Dave reported international students require internships with certain conditions. Megan Abbey was invited to the meeting for additional details on what was proposed at Graduate Council for a credit-bearing internship at the graduate-level. For an internship to count for international students, the internship must be an integral part of the curriculum and credit-bearing. Mines was currently out of compliance, federally.

Dave reported a non-credit-bearing course, CSM497, exists and a proposal would be presented to make the course credit-bearing. For the course to be an integral part of the curriculum, Dave noted this would be complicated. The course may count as a free elective or technical elective and would be a departmental decision. A proposal was brought to Graduate Council by Tim Barbari for a three-credit CSM597 course; the undergraduate course would mirror the proposal. Councilors were provided a copy of the graduate-level proposal as an example.

Abbey reported a pass-fail course was available for students but had been informed that the course was hard to justify as “integral to the curriculum”. Abbey explained the graduate-level process. A student would go through the Office of Graduate Studies (OGS) for an internship and the internship would be matched with the department so that an advisor or professor can review the internship. Upon the internship’s completion, the student submits an evaluation to the professor for the three-credit course. Dave noted the time commitment is supposed to mirror an independent study worth three credits.

Abbey noted there was discussion of international students paying for an internship while domestic colleagues do not; the Career Center put forth a concept for students to take the co-op program. Students typically pursue internships in the summer, the time would then be tacked onto the Fall semester so students remain within full-time and do not pay extra tuition.

Dave reported around ten students are undergraduate international students with internships.

- **Question** if the course is to be pass/fail; Abbey noted the departments could make that decision. Different institutions’ departments have different means of documenting what is needed for Curricular Practical Training (CPT). Abbey reported that currently, an advisor onsite signs an evaluation describing activities and what the student gained from the experience.

Councilor noted “internship for credit” courses could have different work required as compared to independent studies; Dave noted the course would not be called an independent study and the graduate-level course mirrored the time commitment of a three-credit independent study. The credits for the internship course would need to be addressed. Myskiw noted a form of equivalency would need

to be made for considering credit production versus the amount of work put into the course; suggestion made for variable credit for the internship course.

- **Question** if students would pay for the internship course; Myskiw noted a suggestion had been made to charge less tuition for co-op courses and the internship course could be counted in the same regard. Myskiw noted if the institution, via the faculty, state that a course counts toward a degree then it is eligible for Title IV funding; international students do not use Title IV funding and would not be an issue.

Dave noted the course would be for compliance and geared toward international students, but the course would be available to domestic students.

- **Question** on who controls the internship for domestic and international students, Councilor noted there may be issue with students taking non-degree related internships; Abbey reported international students would show the internship is integral to the curriculum and speaks to their degree program or field of study. ISSS and department faculty would authorize the internship for international students. Dave noted domestic students, without ISSS, may need a second screening process but the step had not been decided yet.

Dave reported a draft would be created and presented to Council.

Councilor noted there were many domestic students participating in internships and there may be an influx in requests for a credit-bearing internship course; Myskiw confirmed the Career Center had reported between six and seven-hundred students participate in internships.

Distributed Sciences

Dave noted a question had been brought forward from a department on distributed science courses; Dave reported distributed science courses were no longer part of the core. Some degrees might have dropped one or two distributed science electives. The department had asked: if the student had taken distributed science electives, switched to the new core and Catalog, what would happen to those credits? Dave noted there are two options: an institutional policy that allows distributed science electives count toward free electives and total credit count of the student, the second option would leave mapping distributed science electives to the degree-granting program. Students switching to the new Catalog and revised core would still complete the new core requirements.

Dave requested feedback on the two options.

Registrar's Office

Paul Myskiw

Myskiw thanked Horan on providing core curriculum information and updates to Faculty Senate on 3/28.

Adjourn

Joe Horan

Meeting adjourned: 4:52 pm.

Next meeting: April 12, 4:00-5:00 pm via Zoom. Please send agenda items to Mara Green (mgreen1@mines.edu) one week prior.